

This Notice Expires 1 July 1981

NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

NPIC NOTICE  
NO. 10-40

SECURITY  
21 January 1981

PUSH BUTTON DOOR LOCKS

All personnel are reminded that push button door locks, either simplex or cypher, are authorized for personnel control only and are not approved for securing classified material in an unattended area. Doors controlled by push button locks should be visually monitored at all times. If configuration prevents this, an employee must be stationed between the door and any uncontrolled classified material. Anytime monitors are not available, it is permissible for an employee to use the 3 way combination lock to lock himself inside a vault. In such cases the alarm switch should remain in the "access" mode.



R. P. HAZZARD  
Director

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Distribution: ALL EMPLOYEES